

**Main Presenter: Laura Haverkamp**

**Title: Must I Repeat Myself? Using VoiceThread to streamline giving technical instructions.**

**First Name: Laura**

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**Position: Media Specialist**

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**Equipment Needs: None**

(EdTech 2016 will provide a screen, projector, standard wired microphone, a computer audio connection, and a standard internet connection in each breakout room. **Presenters MUST supply computers (including any adapters necessary to connect it to the VGA cable which feeds the projector) and any equipment not listed above.)**

**Title of Submission (15 words or less): Must I Repeat Myself? Using VoiceThread to streamline giving technical instructions.**

**Intended Audience (Check all that apply)**

General

K-5

6-8

9-12

Higher Ed

Administrative

Technology Coordinators

Technical

**Track:**

Instructional Technology

IT Security

Devices

Technical Support

Network and Infrastructure

PowerSchool

Professional Develop. and PLNs

One-to-One Initiatives

Technology Integration

Policies, Procedures and Safety

**Presentation Format**:

Hands-On



Activities-Based

Demonstration / Lecture

**Submission Description (no more than 50 words in length)**:

Every educator has to give directions. Whether you are a classroom teacher giving instructions on how students join a class discussion board, or an administrator outlining the requirements for the current teacher evaluation system, VoiceThread can help save you time and energy by recording your instructions.

**Expanded Submission Description (no more than 500 words in length)**

Every educator has to give directions. Whether you are a classroom teacher giving instructions on how students join a class discussion board, or an administrator outlining the requirements for the current teacher evaluation system, or a Media Specialist highlighting the school’s Acceptable Use Policy, VoiceThread can help save you time and energy by recording your instructions.

Although VoiceThread has been around for a while, it took me until this year to start to investigate the usefulness in my Media Center. For the past few years, impacted by both the Great Recession and the ensuing education budget cuts, and the implementation of a district wide 1:1 device initiative, my job has grown exponentially. I see this happening for teachers with larger class sizes or extra sections, and administrators with extra duties added to their job descriptions with no duties removed. It is clear we need to work smarter, since we are already working harder.

Here is the prime example: our district instituted online registration using PowerSchool and Infosnap this spring, and in my school I became the point of contact for parents needing assistance. On the days I was doing schoolwide laptop collection my assistant and I also fielded more than 20 phone calls from parents seeking help with Infosnap. At the end of the day we were dismayed to find that we had 53 phone messages from parents seeking help. VoiceThread instructions about Infosnap could have saved us a huge amount of time and saved parents some frustration!

Higher Education has been utilizing VoiceThread or similar technologies for a while in distance education courses. It is time for K-12 to tap into the potential! This presentation gives many examples of how VoiceThread may be used all levels of educators to save their time, voices, and sanity.